



Regular Council Meeting
Town of Sundre Municipal Council Chambers
May 8, 2023
6:00 p.m.

1. **Call to Order**
Moment of Reflection
2. **Public Hearing: None**
3. **Agenda – Amendments and Adoption**
 - 3.1 May 8, 2023 Regular Council Meeting
 - 3.2 Councillor Anderson’s Absence
4. **Adoption of Previous Minutes**
 - 4.1 April 21, 2023 Special Council Meeting Minutes Pg. 1
 - 4.2 April 24, 2023 Regular Council Meeting Minutes Pg. 3
5. **Delegation:**
 - 5.1 RFD Relaxation of Noise Bylaw concern Pg. 8
6. **Bylaws/Policies: None**
7. **Old Business: None**
8. **New Business:**
 - 8.1 RFD Capital Spending RSA Transfer Pg. 10
 - 8.2 RFD Non-budgeted Restricted Surplus Transfers Pg. 13
 - 8.3 RFD MVRWMC Recycling Services Pg. 17
 - 8.4 RFD Joint Use/Planning Agreement and Leasing Agreement – Chinook’s Edge School Div. Pg. 21
9. **Administration: None**
10. **Municipal Area Partnership (MAP):**
 - 10.1 RFD April 13, 2023 MAP Meeting - Key Messages Pg. 22
11. **Council Committee Reports: None**
12. **Council Invitations / Correspondence: None**
13. **Closed Meeting:**
 - 13.1 Privileged Information, FOIPP Section 27
14. **Adjournment**

Personal information heard in this meeting is being collected under the authority of Section 33 of the Freedom of Information and Protection of Privacy Act. Public meeting of the Town of Sundre, including presentations made by speakers, are recorded in Minutes, and posted on the Town of Sundre website. If you have any questions about the collection of information, please contact the FOIP Coordinator at 403-638-3551 or email: townmail@sundre.com



**Special Council Meeting
Minutes
April 21, 2023**

The special meeting of Council of the Municipality of Sundre was held on April 21, 2023 commencing at 9:00 a.m. at the Grande Rockies Resort, Canmore Alberta, Canada.

IN ATTENDANCE:

Mayor Richard Warnock
Councillor Connie Anderson
Councillor Owen Petersen
Councillor Todd Dalke
Councillor Jaime Marr
Councillor Paul Isaac
Councillor Chris Vardas

STAFF IN ATTENDANCE

Chief Administrative Officer, Linda Nelson
Director Corporate Services, Chris Albert
Fire Chief, Ross Clews
Manager Planning & Economic Development, Benazir Thaha Valencia
Manager Operations, Jim Hall
Sr. Development Officer, Betty Ann Fountain
Legislative Executive Clerk, Shantele Smith

PUBLIC

None

CALL TO ORDER

The meeting was called to order at 9:10 a.m.

AGENDA – AMENDMENTS AND ADOPTION:

Res. 107-21-04-23 MOVED by Councillor Marr that the agenda be approved as presented.

CARRIED

CLOSED MEETING

Res. 108-21-04-23 MOVED by Councillor Isaac that Council go into closed meeting at 9:12 a.m. on April 21, 2023.

CARRIED

*Mayor Warnock called a 10 minute recess at 10:05 a.m.
Mayor Warnock reconvened the meeting at 10:15 a.m.
Mayor Warnock called a 10 minute recess at 11:00 a.m.
Mayor Warnock reconvened the meeting at 11:10 a.m.
Mayor Warnock called a 50 minute recess at 12:10 p.m.
Mayor Warnock reconvened the meeting at 1:00 p.m.
Mayor Warnock called a 10 minute recess at 2:15 p.m.
Mayor Warnock reconvened the meeting at 2:25 p.m.
Mayor Warnock called a 10 minute recess at 2:57 p.m.
Mayor Warnock reconvened the meeting at 3:07 p.m.
Mayor Warnock recessed the April 21, 2023 meeting at 4:00 p.m.*

Special Council Meeting Minutes – April 21, 2023

Mayor Warnock reconvened the meeting on April 22, 2023 at 9:00 a.m.

Mayor Warnock called a 10 minute recess at 10:00 a.m.

Mayor Warnock reconvened the meeting at 10:10 a.m.

Mayor Warnock called a 10 minute recess at 11:10 a.m.

Mayor Warnock reconvened the meeting at 11:20 a.m.

Mayor Warnock called a 45 minute recess at 12:25 p.m.

Mayor Warnock reconvened the meeting at 1:10 p.m.

Ross Clews, Benazir Thaha Valencia, Jim Hall and Shantele Smith left the April 22, 2023 meeting at 1:30 p.m.

Mayor Warnock called a 5 minute recess at 2:50 p.m.

Mayor Warnock reconvened the meeting at 2:55 p.m.

Mayor Warnock recessed the April 22, 2023 meeting at 4:35 p.m.

Mayor Warnock reconvened the meeting on April 23, 2023 at 9:00 a.m.

Mayor Warnock called a 15 minute recess at 10:00 a.m.

Mayor Warnock reconvened the meeting at 10:15 a.m.

Mayor Warnock called a 50 minute recess at 12:10 p.m.

Chris Albert, and Betty Ann Fountain left the April 23 meeting at 12:50 p.m.

Mayor Warnock reconvened the meeting at 1:00 p.m.

Linda Nelson, CAO left the April 23, 2023 meeting at 2:57 p.m.

Linda Nelson, CAO returned to the meeting at 3:14 p.m. on April 23, 2023.

RETURN TO OPEN MEETING

Res. 109-21-04-23 **MOVED** by Councillor Anderson that Council return to open meeting at 3:15 p.m. on April 23, 2023.

CARRIED

ADJOURNMENT

Res. 110-21-04-23 **MOVED** by Councillor Vardas being that the agenda matters have been concluded the meeting adjourned at 3:16 p.m. on April 23, 2023.

CARRIED

These Minutes approved this 8th day of May 2023

Mayor, Richard Warnock

Chief Administrative Officer, Linda Nelson



Regular Council Meeting Minutes
Town of Sundre
Municipal Council Chambers
April 24, 2023

The regular meeting of Council of the Municipality of Sundre was held in the Municipal Council Chambers on Monday, April 24, 2023, commencing at 6:00 p.m.

IN ATTENDANCE: Mayor Richard Warnock
Councillor Connie Anderson
Councillor Owen Petersen
Councillor Todd Dalke
Councillor Jaime Marr
Councillor Paul Isaac
Councillor Chris Vardas

ABSENT:

STAFF: Chief Administrative Officer, Linda Nelson
Director of Corporate Services, Chris Albert
Manager Planning & Ec. Development, Benazir Thaha Valencia
Administrative Support, Betty Ann Fountain

PUBLIC: 2 and Representatives of KPMG LLP, Samuel Straka in Chambers and Colin Mitchell via Google Meets.

PRESS: None

CALL TO ORDER: The meeting was called to order at 6:00 p.m., with a moment of reflection on the business of the evening.

PUBLIC HEARING: None

AGENDA – AMENDMENTS AND ADOPTION:

Res. 111-24-04-23 MOVED by Councillor Anderson that the agenda be approved as amended:
1. Add 13.3: Local Public Body Confidences, FOIPP Section 23

CARRIED

ADOPTION OF THE PREVIOUS MINUTES

Res. 112-24-04-23 MOVED by Councillor Vardas that the Minutes of the Regular Council Meeting of Council held on April 11, 2023, be approved as presented.

CARRIED

DELEGATION: **KPMG LLP**

Res. 113-24-04-23 MOVED by Councillor Vardas that the Town of Sundre Council thank the representatives of KPMG LLP and accept their presentation as information.

CARRIED

Res. 114-24-04-23 MOVED by Councillor Vardas that the Town of Sundre Council go into a closed meeting at 6:07 p.m. with the Mayor advising that the public is welcome to return to the Regular Council meeting at the conclusion of the closed meeting.

CARRIED

The following, including 7 Council members, were in attendance for the closed meeting session:

Staff: Linda Nelson, Chief Administrative Officer

Chris Albert, Director Corporate Services

Public: KPMG LLP representatives Colin Mitchell and Samuel Straka

(1 KPMG member in Chambers, 1 member virtually via Google Meets)

CLOSED MEETING **Topic of Closed Meeting**

6.1 Management Letter Discussion, *FOIPP* Act Section 24(1)(b);

CAO Linda Nelson and Director of Corporate Services, Chris Albert, left the meeting at 6:21 p.m.

Res. 115-24-04-23 MOVED by Councillor Vardas that Council return to an open meeting at 6:27 p.m.

CARRIED

IN ATTENDANCE: Mayor Richard Warnock
 Councillor Connie Anderson
 Councillor Owen Petersen
 Councillor Todd Dalke
 Councillor Jaime Marr
 Councillor Paul Isaac
 Councillor Chris Vardas

ABSENT: None

STAFF: Chief Administrative Officer, Linda Nelson
 Director of Corporate Services, Chris Albert
 Manager Planning & Ec. Development, Benazir Thaha Valencia
 Administrative Support, Betty Ann Fountain

 Initials

PUBLIC: 2 and Representatives of KPMG LLP Samuel Straka in Chambers and Colin Mitchell via Google Meets.

PRESS: None

RETURN TO OPEN MEETING: 2022 Audited Financial Statements, Auditor's Report and Financial Information Return

Res. 116-24-04-23 MOVED by Councillor Isaac that the Town of Sundre Council move to accept the 2022 Auditor's Report and approve the 2022 Audited Financial Statements; and

CARRIED

Res. 117-24-04-23 MOVED by Councillor Anderson that the Town of Sundre Council move to approve the 2022 Financial Information document; and

CARRIED

Res. 118-24-04-23 Furthermore, MOVED by Councillor Marr that the Town of Sundre Council direct Administration to forward said documents to the Minister as prescribed by Section 278 of the *Municipal Government Act*.

CARRIED

BYLAWS/POLICIES: None

OLD BUSINESS: None

ADMINISTRATION: Departmental Reports - March

Res. 119-24-04-23 MOVED by Councillor Petersen that the Town of Sundre Council accept the Departmental Reports for March 2023 as information.

CARRIED

MUNICIPAL AREA PARTNERSHIP: None

COUNCIL REPORTS: Council Committee Reports

Res. 120-24-04-23 MOVED by Councillor Marr that the Town of Sundre Council accept Mayor Warnock's report as information.

CARRIED

Initials

COUNCIL INVITATIONS/CORRESPONDENCE:

Res. 121-24-04-23 MOVED by Councillor Anderson that the Town of Sundre Council accept the letter from Mountain View Seniors' Housing as information.

CARRIED

Res. 122-24-04-23 MOVED by Councillor Isaac that the Town of Sundre Council accept the letter from the Honourable Jason Nixon, MLA as information.

CARRIED

Res. 123-24-04-23 MOVED by Councillor Dalke that the Town of Sundre Council accept the letter of support to the Sundre & District Museum for Alberta Culture Days 2023 as information.

CARRIED

Res. 124-24-04-23 MOVED by Councillor Marr that the Town of Sundre Council accept the letter and the CAO's verbal update pertaining to concerns of 5G installations as information.

CARRIED**CLOSED MEETING**

Res. 125-24-04-23 MOVED by Councillor Isaac that the Town of Sundre Council go into a closed meeting at 6:56 p.m.

CARRIED

Mayor Warnock called a 5 minute recess at 6:56 p.m.

The following were in attendance for the closed meeting session:

Staff: Linda Nelson, CAO

Topic of Closed Meeting

13.1 Advice from Officials, *FOIPP Act Section 24*;

13.2 Advice from Officials, *FOIPP Act Section 24*;

13.3 Local Public Body Confidences, *FOIPP Act Section 23*.

Res. 126-24-04-23 MOVED by Councillor Isaac that Council return to an open meeting at 7:27 p.m.

CARRIED

 Initials

Res. 127-24-04-23 MOVED by Councillor Anderson that Council authorize the Mayor to sign the letter to the Province of Alberta as requested by the Mayor of Ponoka.
CARRIED

ADJOURNMENT

Res. 128-24-04-23 MOVED by Councillor Anderson being that the agenda matters have been concluded the meeting adjourned at 7:30 p.m.
CARRIED

These Minutes approved this 8th Day of May 2023.

Mayor, Richard Warnock

Chief Administrative Officer, Linda Nelson



REQUEST FOR DECISION

COUNCIL DATE	May 8, 2023
SUBJECT	Delegation: Citizen Noise Relaxation Concerns
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	5.1

BACKGROUND/PROPOSAL:

Ms. Lorraine Berg has requested an audience with Council to voice concerns regarding the relaxation of the Town's Noise Bylaw 818 for events at the Sundre Rodeo Grounds.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Council is the approving authority for relaxations to Noise Bylaw 818.

Under Section 16(d), Exemptions and Exceptions: The playing of a band or other activities relating to a lawful parade or public demonstration; event coordinators may submit in writing to Council a request to relax the noise bylaw for the playing of music or fireworks displays.

Historically, Council has approved relaxations to the Noise Bylaw for events such as the annual rodeo, annual bulls and wagons, a variety of music genre concerts, fireworks displays, and the annual rodeo parade.

ALIGNMENT WITH STRATEGIC PLAN

This aligns with Council's Strategic Plan under Pillar 2 and Pillar 5.

ADMINISTRATION RECOMMENDATIONS / OPTIONS:

That Council accept Ms. Berg's presentation as information; or

Other options as determined by Council

MOTION:

At Council's discretion.

Date Reviewed: May 04, 2023

CAO:

Amida Nelson

From: **Lorraine Berg**
Date: Tue, Apr 4, 2023 at 10:02 AM
Subject: Concerts at the rodeo grounds
To: <shantele.s@sundre.com>

So far there are now 3 concerts planned for taking place at the rodeo grounds.

I understand that during Covid the rodeo dance could not be held in the arena and best option available was to have it outside. Knowing Covid wasn't going to last forever it didn't seem like an issue to be concerned with.

However, it seems to be the going thing, along with now 2 other weekends involving music until well past midnight.

As far as I know, this has never been discussed with the homeowners that are affected by the decision to remove the noise bylaws for these events. Last year the rodeo concert lasted to well past 2:30 in the morning.

Myself and a few other residents (3-4 others) would like to attend a council meeting and have this issue discussed.

Thank you
Lorraine Berg
Tamarack Crescent



REQUEST FOR DECISION

COUNCIL DATE	May 8, 2023
SUBJECT	Capital Spending RSA Transfers
ORIGINATING DEPARTMENT	Corporate Services
AGENDA ITEM	8.1

BACKGROUND/PROPOSAL:

All transfers in to or out of Restricted Surplus Accounts (RSAs) require a motion of Council. To ensure proper accountability, unspent funds from completed capital projects should be returned to the respective RSA.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached Report to Council

ALIGNMENT WITH STRATEGIC PLAN

Strategic Plan Priorities

- 1.1 Improve communication and transparency with our stakeholders.
- 4. Financial Stability

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council transfer the unspent funding as outlined in each of the separate 5 motions.

MOTION(s):

The Town of Sundre Council approves the transfer of \$10,000 to the Fire - Capital RSA in unspent funding for the Unit 581 ATV Utility Cart capital project.

The Town of Sundre Council approves the transfer of \$1,877 to the Fire - Capital RSA in unspent funding for the Unit 570 Honda quad capital project.

The Town of Sundre Council approves the transfer of \$2,404 to the Municipal Lifecycling RSA in unspent funding for the Port-a-Potties capital project.

The Town of Sundre Council approves the transfer of \$5,674 to the Municipal New Projects RSA in unspent funding for the Council Chambers Upgrade capital project.

The Town of Sundre Council approves the transfer of \$15,093 to the Municipal Lifecycling RSA in unspent funding for the Sweeper Unit 1138 capital project.

Date Reviewed: May 04, 2023

CAO: *Linda Nelson*



COUNCIL DATE: May 8, 2023

SUBJECT: Capital Spending RSA Transfers

ORIGINATING DEPARTMENT: Corporate Services

AGENDA ITEM: 8.1a

BACKGROUND/PROPOSAL:

All transfers in to or out of Restricted Surplus Accounts (RSAs) require a motion of Council. To ensure proper accountability, unspent funds from completed capital projects should be returned to the respective RSA.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Utilizing the December 31, 2022 Capital Project Listing, previously included with the Q4 2022 Quarterly Financial Reporting, completed capital projects with remaining funding have been identified for transfer back to the respective RSA. Small dollar variances, less than \$1,000, are not identified for transfer. Projects funded through grant sources are not identified for transfer as those are captured through the grant process and only expended funds are reported. As well, projects identified as “cancelled” will have the full approved amount returned to RSA but may be re-submitted for approval in future capital planning, pending alignment with Council’s Strategic Priorities. A separate motion will be required for each capital project transfer.

- 1) Project #FD19-01 – Unit 581 ATV Utility Cart – Budget of \$20,000 (50% Town portion); project cancelled; return \$10,000 to Fire - Capital RSA
- 2) Project #FD19-02 – Unit 570 Honda quad – Budget of \$20,000 (\$4,000 Town portion); actual cost to Town of \$1,877; return \$2,123 to Fire - Capital RSA
- 3) Project #CS19-02 – Port-a-Potties – Budget of \$9,792; actual costs of \$7,388; return \$2,404 to Municipal Lifecycling RSA
- 4) Project #Corp21-01 – Council Chambers – Budget of \$120,000; actual costs of \$114,326; return \$5,674 to Municipal New Projects RSA
- 5) Project #OP22-04 – Sweeper unit 1138 – Budget of \$280,000; actual costs of \$264,907; return \$15,093 to Municipal Lifecycling RSA

ALIGNMENT WITH STRATEGIC PRIORITIES:

Strategic Plan Priorities

- 1.1 Improve communication and transparency with our stakeholders.
4. Financial Stability

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council transfer the unspent funding as outlined in the motions.

COSTS/SOURCE OF FUNDING:

N/A



REQUEST FOR DECISION

COUNCIL DATE	May 8, 2023
SUBJECT	Non-budgeted Restricted Surplus Transfers
ORIGINATING DEPARTMENT	Corporate Services
AGENDA ITEM	8.2

BACKGROUND/PROPOSAL:

Restricted Surplus Account Policy B-023-00 outlines the distributions of the annual surplus, with 50% of a functional department's surplus being retained in that function's Stabilization RSA and the remainder allocated to General Stabilization. The total operating surpluses for 2021 and 2022 were \$535,324 and \$184,215, respectively. The attached document outlines the recommended distribution of those surpluses as per the RSA Policy, in addition to adjustments to those recommendations based on a prudent approach.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See attached Report to Council

ALIGNMENT WITH STRATEGIC PLAN

Strategic Pillar of Sustainable & Responsible Governance

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council approve the transfers as outlined

MOTION:

The Town of Sundre Council approves the allocation of the \$719,539 of 2021 and 2022 operational surpluses for transfer as follows: \$471,038 to General Corporate Stabilization RSA, \$32,688 to Corporate Services Stabilization RSA, \$14,077 to Protective Services Stabilization RSA, \$82,063 to Development Stabilization RSA, and \$119,673 to Community Services Stabilization RSA.

Date Reviewed May 4, 2023

CAO: *Amida Nelson*

**REPORT TO COUNCIL**

COUNCIL DATE: May 8, 2023
SUBJECT: Non-Budgeted Restricted Surplus Transfers
ORIGINATING DEPARTMENT: Corporate Services
AGENDA ITEM: 8.2a

BACKGROUND/PROPOSAL:

Restricted Surplus Account Policy B-023-00 outlines the distributions of the annual surplus, with 50% of a functional department's surplus being retained in that function's Stabilization RSA and the remainder allocated to General Stabilization. The total operating surpluses for 2021 and 2022 were \$535,324 and \$184,215, respectively. The attached document outlines the recommended distribution of those surpluses as per the RSA Policy, in addition to adjustments to those recommendations based on a prudent approach.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Operating surpluses are the result of several factors, such as salaries for temporarily vacant positions, prudent spending practices, incomplete projects and unanticipated grant funding or other sources of revenue. In both 2021 and 2022, increased penalty and interest revenue comprised a significant portion of the realized surplus, as well as staff turn-over and vacant positions. In addition, in 2022 water and wastewater utilities experienced several large and expensive main infrastructure pipe breaks.

Adjustments have been recommended to the policy-based calculation in order to account for extraneous factors which may have had an effect on a functional area surplus. To offset the impact of the uncontrollable and necessary infrastructure repairs, a portion of the penalty and interest surplus has been re-allocated to the utilities deficit. To account for the time-limited nature of savings from vacant positions, a portion of the surplus realized by the Development function has been re-allocated to the General Stabilization.

The proposed allocation of surpluses does not preclude Council from utilizing funds as it deems appropriate in the future. This methodology allows for the identification and segregation of normally consolidated capital in anticipation of future initiatives and projects that align with Council's priorities. Council has identified additional 2023 initiatives, which are currently being researched by Administration and may be submitted for consideration to use some of the available funding.

ALIGNMENT WITH STRATEGIC PRIORITIES:

This supports Council's strategic pillar of Sustainable & Responsible Governance.

ADMINISTRATIVE RECOMMENDATION:

Administration recommends Council approve the transfers as outlined

COSTS/SOURCE OF FUNDING:

N/A

ALTERNATIVE ACTIONS:

Council can choose to authorize adjustments of transfers into or out of reserves at a level different than proposed by administration.

ATTACHMENTS:

Recommended Allocations of Surpluses

Recommended Allocations of Surpluses

<u>Restricted Surplus Account Name</u>	<u>2021 Surplus Allocation</u>	<u>2022 Surplus Allocation</u>	<u>Adj to Calc</u>	<u>Revised Allocation</u>
General Corporate Stabilization	333,134	97,943	39,961	471,038
Corporate Services Stabilization	75,487	132,123	(174,922)	32,688
Protective Services Stabilization	1,736	19,223	(6,882)	14,077
Municipal Operations Stabilization	(3,363)	(52,095)	55,458	-
Utilities Stabilization	(14,043)	(105,421)	119,464	-
Development Stabilization	76,316	45,708	(39,961)	82,063
Community Services Stabilization	89,417	30,256	-	119,673
Municipal "New" Projects	-	-	-	-
Utility "New" Projects	-	-	-	-
Municipal Infrastructure Lifecycling	-	-	-	-
Utility Infrastructure Lifecycling	-	-	-	-
Municipal Cash-in-Lieu	-	-	-	-
Shared Fire - Capital	-	-	-	-
Shared Fire - Operating	(23,360)	16,478	6,882	-
Sundre Golf Society	-	-	-	-
Transportation Off-Site Levy	-	-	-	-
Water Off-Site Levy	-	-	-	-
Wastewater Off-Site Levy	-	-	-	-
Storm Drainage Off-Site Levy	-	-	-	-
	<u>535,324</u>	<u>184,215</u>	<u>-</u>	<u>719,539</u>



REQUEST FOR DECISION

COUNCIL DATE	May 8, 2023
SUBJECT	Mountain View Regional Waste Management Commission: Recycling Services Changes to Service Levels
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.3

BACKGROUND/PROPOSAL:

The Town of Sundre has received notification from Mountain View Regional Waste Management Commission (MVRWMC) regarding recycling services changes to service levels and the intent to withdrawal from its role in managing the collection of recycling from the regions eight unmanned recycling stations. This decision will only affect the recycling operations of the transfer station located on Range Road 51 in Mountain View County. There will be no change to the Town of Sundre's "blue-bin" recycling program.

DISCUSSION:

See letter of April 4 attached which includes a resolution directing MVRWMC Administration to initiate withdrawal from the regional recycling stations, and recognition that any change to service levels will require a reasonable transition period to allow for each municipality to provide notice to their residents through public communication and prepare for any influx of materials that may be diverted to existing municipal waste or recycling services.

The Commission requested that all municipalities present the revised levels of service to their respective Councils for approval prior to June 21, 2023.

ALIGNMENT WITH STRATEGIC PLAN

This aligns with Council's Strategic Plan under Pillar 5

MOTION:

That the Town of Sundre Council approve the revised waste services agreement, and the Mayor and CAO be authorized to sign the agreement on behalf of the Town.

Date Reviewed: May 4, 2023

CAO: 



Box 2130
Didsbury, AB
T0M 0W0
403-335-4901



April 4th, 2023

Town of Sundre
PO Box 420
Sundre, Alberta T0M 1X0

Attention: Linda Nelson, Chief Administrative Officer

**Re: Mountain View Regional Waste Management Commission
Recycling Services Changes to Service Levels**

The results of the Mountain View Regional Waste Management Commission (the "Commission of "MVRWMC") recycling survey overwhelming supported the Commission withdrawing from it's role in managing the collection of recycling from the regions eight unmanned recycling stations. In total, five members supported closing all recycling sites with one member voting to maintain services at the three regional transfer stations in Didsbury, Sundre and Water Valley.

At the March 27th, 2023 regular board meeting, the MVRWMC Board passed a resolution directing Administration to initiate withdrawal from the regional recycling stations as follows:

1. Provide notice of intent that the MVRWMC will withdrawal management of the contract hauling from all regional recycling stations, effective August 1st, 2023 as outlined below.
2. Provide members with proposed revisions to the Waste Management Agreement reflecting the changes in operations and obligations of the recycling services managed by the Commission.
3. The Commission requests that each member Administration present the revised Waste Services Agreement for approval to their respective councils, before June 1st, 2023.
4. The Commission will maintain its current service level at each recycle centre until July 31st, 2023 after which any bins at the recycling centres will be removed and the Commission's oversite role will end.

5. **Each municipality, at its sole discretion and cost, may elect to maintain the recycling station within their municipal boundary by providing notice to the Commission of its intent prior to July 15th, 2023.** The Commission's existing recycling hauling contract with E360 Environmental Solutions Ltd. may be transferable should any member wish to maintain services past the July 31st, 2023 deadline.

For clarity, the proposed changes to service level impact the Commission's role in managing the recycling stations only and has no bearing on recycling at the municipal level through the provision of curbside blue-cart programs that you currently operate.

The Commission recognizes that any change service levels will require a reasonable transition period to allow for each municipality to provide notice to their residents through public communication and prepare for any influx of materials that may be diverted to existing municipal waste or recycling services. To assist with the public education process, the Commission is preparing a pamphlet with an overview of its revised role of waste management services, and the strategic rationale for discontinuing the unmanned recycling centres.

The current Waste Services Agreement with the Town of Sundre was executed on February 2nd, 2017. The following items highlight the material changes to the proposed agreement:

1. Removal of D. The Commission will oversee operations regarding Waste recycling and Waste diversion at each of the Waste Transfer Stations and the Recycling Centres within the boundaries of the members of the Commission.
2. Revision of Section 1.1 Definitions, clause d: "Effective Date" to mean August 1st, 2023 when the new waste services agreement will supersede any prior waste services agreements.
3. Removal of Section 1.1 Definitions, clause q: "Recycling Centres" means a site manned or unmanned that collects Waste for the future purpose of Waste diversion or recycling.
4. Revision of Section 1.1 Definitions, clause s: Deletion of the word "recycling" from the definition of "Waste Management Facilities".
5. Removal of Schedule A, clause 2: "The Commission will oversee operations regarding Waste recycling and Waste diversion at each of the Waste Management Facilities."
6. Revision of Schedule A, clause 3: Deletion of "The collection of recyclables from the Unmanned Recycling Centres is the responsibility of the Commission."
7. Revision of Schedule A, clause 4: Revision to reflect hazardous waste recycling or processing only as follows "Invoice the Members for its Recycling delivered at all sites, for the purpose of transporting and processing of these items. (the list of recycled items that will be charged for will include but not be limited to paint, household hazardous waste, anti freeze, fluorescent bulbs, batteries, propane tanks, waste oil, oil filters and empty oil containers);"

Two executed copies of the revised Waste Services Agreement are attached. Following approval by the Town's Council, please return one copy of the executed and sealed agreement to the Commission for our files.

If you have any questions, please give me a call or email.

Sincerely,

MOUNTAIN VIEW REGIONAL WASTE MANAGEMENT COMMISSION

A handwritten signature in black ink, appearing to read 'M. Wuetherick', with a long horizontal stroke extending to the right.

Michael Wuetherick, P.Eng.
Chief Administration Officer

Enclosures

- Proposed Waste Services Agreement(2)



REQUEST FOR DECISION

COUNCIL DATE	May 8, 2023
SUBJECT	Joint Use and Planning Agreement and Leasing Agreement with Chinook's Edge School Division
ORIGINATING DEPARTMENT	Planning and Economic Development
AGENDA ITEM	8.4

BACKGROUND/PROPOSAL:

Joint Use and Planning Agreements (JUPA) is a new requirement that came out of the Municipal Government Act (MGA) Review in 2017. JUPAs are mandatory for each municipality and the school boards that serve and operate within the municipality in Alberta.

The draft Joint Use and Planning agreement, which must be in place by 2025, pertains to the facilities and amenities of River Valley Elementary School and Sundre High School.

Upon further collaboration with Chinook's Edge School Division, it was also decided to enter into a separate leasing agreement for the usage of the ball diamonds and road access for special events and festivals that may occur during the year from time to time.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Joint Use and Planning Agreement meets the requirements of the MGA addressing the shared use and access to school facilities and the leasing agreement will further enhance the usage and enjoyment of the facilities by the community.

ALIGNMENT WITH STRATEGIC PLAN

Aligns with Pillar 1 of Council's Strategic Plan, Community Development.

ADMINISTRATION RECOMMENDATIONS:

Administration recommends moving forward with the Joint Use and Planning Agreement and the Leasing Agreement with Chinook's Edge School Division.

MOTION:

The Town of Sundre Council approves the Joint Use and Planning Agreement between the Town of Sundre and Chinook's Edge School Division, and that the Mayor and CAO be authorized to sign the agreement on behalf of the Town of Sundre.

The Town of Sundre Council approves the Lease Agreement between the Town of Sundre and Chinook's Edge School Division, and that the Mayor and CAO be authorized to sign the agreement on behalf of the Town of Sundre.



REQUEST FOR DECISION

COUNCIL DATE	May 8, 2023
SUBJECT	Municipal Area Partnership – Key Messages
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	10.1

BACKGROUND/PROPOSAL:

On April 13, 2023, Mayor Richard Warnock and Administration attended the Municipal Area Partnership meeting held at the Mountain View County Council Chambers.

DISCUSSION:

Verbal report by Mayor Warnock.

ALIGNMENT WITH STRATEGIC PLAN

This subject aligns with Council's Strategic Plan under Pillar 5

MOTION:

That the Town of Sundre Council accept Mayor Warnock's Key Messages from the April 13, 2023 Municipal Area Partnership meeting as information.

Date Reviewed: May 04, 2023

CAO: David Nelson



KEY MESSAGES

Municipal Area Partnership (MAP) Committee

Thursday, April 13, 2023, at 9:30 a.m.

KEY MESSAGES:

Urban Systems:

- What is driving the needs for a housing assessment / study?
- Is Funding acting as a driver (grant specific to seniors/affordable) housings etc.)?
- What are you going to do with it? Now What, who sees it, action taken?
- Data to be objective, demographics, income statistics, labour force, what does housing mean to the community / industry;
- Recommendations based on current, future needs;
- each individual community should have its own unique assessment, and unique set of recommendations.

Policing Grant:

Committee members to share information on availability for regional policing grant:

- Town of Olds is only municipality doing this at this time.

Mountain View Film Office:

- The Mountain View Regional Film Office is a collaboration between the Towns of Didsbury, Sundre and Mountain View County, to promote the advancement of film, TV media and tech development in the Mountain View region of Alberta. Eventually the MVRFO aspires to increase capacity and grow its membership;
- The MVRFO has been developed as a multi-purpose presence to diversify the economy through film and tech development in support of business investment, attraction, retention and expansion, and tourism growth;
- The MVRFO's website is its prime tool. It features location photo galleries and search functionality, a crew database, and other useful information on resources and grants. The MVRFO also acts as a FDI Mechanism to attract tech firms that serve film, TV and media (i.e., for CGI, video games etc.);
- More information may be obtained from the website: mountainviewfilm.ca

Next Meeting:

June 8, 2023, Mountain View County Chambers, 9:30 a.m.